



INTERNAL QUALITY ASSURANCE CELL
CHAUDHARY MAHADEO PRASAD COLLEGE
(A Constituent PG College, University of Allahabad, Prayagraj)

Dated: 5th May 2022

A meeting of IQAC was held on Thursday 5th May 2022 in the conference hall of the College at 12:00 noon under the chairmanship of Dr. Brijesh Kumar in which following members were present.

Name

1. Ch. Jitendra Nath Singh, President K.P. Trust, Prayagraj
2. Dr. Brijesh Kumar, Principal, CMP College, Prayagraj
3. Dr. Sunil Kant Mishra, Finance Officer, University of Allahabad
4. Dr. Anand Kumar Srivastava, Former Principal, CMP Degree College, Prayagraj
5. Prof. B.P. Singh, Director, Shambhunath Institute of Law
6. Mr. Abhishek Tiwari, Managing Director, Vishnu Bhagwan Public School
7. Mr. Bhupendra Kumar, Bursar, CMP College, Prayagraj
8. Dr. Archana Srivastava, DSW, CMP College, Prayagraj
9. Dr. Santosh K Srivastava, Associate Professor, Department of Chemistry
10. Dr. Deepak Kumar Gond, Assistant Professor, Department of Botany
11. Dr. Rakesh Kumar, Assistant Professor, Department of Physics
12. Dr. Babita Agrawal, Co-ordinator NAAC, CMP College, Prayagraj
13. Dr. Nandini Raizada, Assistant Professor, Department of Law
14. Dr. Puneet Kumar Singh, College Librarian

Special invitees:

15. Dr. Sangeeta Singh, Department of Physics
16. Dr. Raj Kumar Singh, Department of Commerce
17. Dr. Ranjana Tiwari, Department of Psychology
18. Dr. Neeta Sinha, Vice Principal
19. Sri V.S. Lal, Treasurer,

Members from Establishment Office




Dr. Sarita Srivastava

Coordinator IQAC




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1. Mr. Ajeet Kumar Srivastava
2. Mr. Santosh Srivastava

Following members could not attend the meeting:

Name

1. Prof. Manmohan Krishna, Former Head, Economics Department, AU
2. Dr. Archana Tripathi, Proctor, CMP College, Prayagraj
3. Dr. Manish Kumar Sinha, Associate Professor, Department of Commerce
4. Dr. Charu Tripathi, Assistant Professor, Department of Zoology
5. Mr. Suresh Kumar Vaishya, Research Scholar, Department of Botany
6. Dr. Deepti Samantaray, Department of Economics

The meeting started at 12:00 noon Coordinator of IQAC Dr. Sarita Srivastava extended a welcome note to the members of the board. Thereafter with the permission of Chairperson the meeting was brought to order.

Action taken report of agenda under consideration in the IQAC Meeting held on 5th May 2022

Agenda	Resolutions	ATR
1 Confirmation of Minutes of previous meeting held on 20th May 2020	The minutes of the previous meeting held on 20 th May 2020 was read by the coordinator IQAC Dr Sarita Srivastava.	The minutes were confirmed by the honorary members of IQAC
2 Action taken report on the decisions taken in last meeting of IQAC held on 20th May 2020	The ATR was read out	It was confirmed by the members
2/1 Confirmation of minutes of the previous meeting	Minutes of meeting held on 24 th October 2019 was read by the coordinator before the members	the minutes were confirmed by the members




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2/2	Action Taken report of previous meeting 24th October 2019	Action taken report of the meeting held on 24 th October 2019 was presented by the coordinator	It was confirmed by the members
2/3	Basic quality assurance		
2/3a	Setup a Server in the College	The mentioned agenda was taken as priority to manage the digital platform of CMP College. It was resolved that a server should be setup in the Institution.	During the COVID and smooth functioning of the official work and online classes, a server was setup in the computer section.
2/3b	Preparation/Launch the New Website of College	New website was discussed and finally it was resolved that new website will be prepared for the college.	New website was prepared and launched timely so that necessary information and links can be displayed on the website.
2/3c	Launch the Portal for Online Classes	It was discussed that an online portal will be launched to run the online classes during COVID.	CMPlive portal was launch on 17 th August 2020 so that classes could be run smoothly during the COVID. It was the great initiative to run online classes.
2/4	Academic Quality assurance		
2/4a	Organise online conferences/seminars/webinars/workshops etc. during COVID period	The committee members discussed about the online conferences, seminars, webinars, workshops etc. It was concluded that interested departments shall be organized conferences, seminars, workshops etc. on online mode.	As per the resolutions, various conferences, seminars, webinars and workshops were organized on online mode. The mechanism also developed to organise above mentioned academic activities and it was decided that departments will give the proposal to IQAC cell firstly.




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2/4b	Organise a training programme for faculties on MOOCs	It was resolved that a training programme on MOOCs will be organized in the month of	A Five Days Faculty Development Programme on “Management of Online Teaching and Learning System with MOOCs” with the support of MHE under the scheme of PMMMNMTT from 17 th August to 21 st August 2020 was organized for faculties. In this training programme, more than 80% faculty members were participated actively. It was very informative and effective training programme which is assisting to teachers in their teaching-learning process.
2/4c	Online Laboratory Programmes for Science Students	It was resolved that online laboratory programme should be organized for science students. This type programme should be started as earliest so that science student’s could be benefitted from this.	As per the resolutions, online laboratory programmes was commenced during COVID period. In these programmes, students were engaged actively and complete her practical work.
2/4d	Designing of Assessment Criteria on Online Mode	It was decided that an assessment criteria should be designed for online mode teaching-learning process.	As per the resolutions a committee was constituted to design the assessment criteria for online mode setup. The committee was designed the criteria and submitted the report.
2/4e	Strengthening the ICT facility in the campus.	It was resolved that ICT facilities need to be enriched and a Network administrator should be employed to manage the Data and networking issues in the college.	As per the resolutions made advertisements were done for the post of System analyst and the recruitment of Mr Ashutosh Mishra as system analyst was done.
2/4f	Establishment of a server room and Network administrator for management of networking and	The above-mentioned agenda was taken as priority to manage the digital platform of CMP College.	Server room is under construction Online UPS is purchased and its installation is subjected to the availability of 3 phase connection in the College Network administrator could not be employed and the services are outsourced as per the requirements




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	online classes/ LMS portal		
2/4g	Designing of Assessment Criteria on Online Mode	It was decided that an assessment criteria should be designed for online mode teaching-learning process.	As per the resolutions a committee was constituted to design the assessment criteria for online mode setup. The committee was designed the criteria and submitted the report.
2/5	Any Other Matter		
2/5a	Distribution of responsibilities	It was emphasized that the responsibility should be fixed for each work for smooth execution and monitoring.	Various college committees were set up to execute different work in the college
2/5b	Feedback report of the stakeholders	The feedback report collected by IQAC was read before the members and suitable action plan was discussed in the meeting to resolve the major issues on priority basis	The resolutions made for feedback action were processed all the feedbacks were addressed by the college
3	Basic quality assurance		
3a	Conducting CAS for eligible faculty member:	It was resolved that the CAS should be conducted on priority basis subjected to the joining of the New Principal.	The screening process was started by IQAC and the experts were organised and dates were fixed for the screening cum selection committee meetings in 19 subjects
3b	Adoption of E-governance:	Adoption of e governance was discussed and finally it was resolved that few things could be managed through e-Governance like online admission and digital notices could be taken into practice.	Process was initiated to adopt E governance in Admissions, Issue of Online character certificate, Cycle stand fee




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3c	Strengthening the ICT facility in the campus.	It was resolved that ICT facilities need to be enriched and a Network administrator should be employed to manage the Data and networking issues in the college.	As per the resolutions made advertisements were done for the post of System analyst
3d	Establishment of a server room and Network administrator for management of networking and online classes/ LMS portal	The above-mentioned agenda was taken as priority to manage the digital platform of CMP College.	The process was initiated and tenders were invited for setup of Server room Processing was initiated for purchase of Online UPS and facility for a 3-phase connection in the College
4	Academic Quality assurance:		
4a	Initiation of a new course		
	5 years integrated BCA MCA course in Department of Computer applications and other proposals	Initiation of New course of 5 years integrated BCA MCA (Data Science) was proposed by the Department of computer application was approved	A proposal of 5 years integrated program on data science was sent to University
	Other new programs	Also a fresh proposal to start a 3 years Diploma/Degree course in Environmental Science as an interdisciplinary course was discussed and it was unanimously approved by all the members.	PG in environmental science and 4 other UG and PG programs were proposed and the sanction is under process
	Short term courses	It was resolved to initiate other short term	The proposal was sent to the GB for further approval and permission for the same was also




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		3-month certificate courses by different departments for skill development and employment generation for the students as	sought from the Vice Chancellor Univ of Allahabad. 15 new short-term courses were proposed from the session 2022-23
4b	Fellowships for the Non JRFs Ph. D scholars registered in the College	The agenda was discussed and it was brought into records by Dr. Sunil Kant Mishra, Finance Officer AU that UGC has refused to provide any kind of financial assistance to the students registered in the Colleges. However it was discussed that Our College is a constituent college of University of Allahabad and if Central University rules are followed then we should get an example for Delhi University and its constituent college where the fellowships are given to the students registered for Ph.D. programs even in Colleges.	The letter was sent to UGC but the matter is still unresolved
4c	Extension of infrastructural facilities in different departments specially laboratories in related subjects.	Dr Santosh Kumar Srivastava and Dr Babita Agrawal convenor Chemistry department raised the issue of repair and	Repair and maintenance of PG laboratory in the Chemistry Department was initiated by the building committee The new building of Botany is under construction




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		maintenance of PG laboratory in the Chemistry Department and it was unanimously resolved that owing to the seriousness of the issue the laboratory should be properly maintained in Chemistry Department.	A proposal to setup a Central facility DBT Laboratory with tissue culture facility in the Botany Department was proposed
		The proposal was accepted and it was unanimously resolved that the PG laboratory repair and maintenance should be taken as priority and budget proposal to be sought for the same by the building committee.	
4d	Up-gradation and digitization of Central as well as Departmental library including the library at Law faculty:	In the view of the Coming NAAC inspection upgradation of the central library was discussed and following resolutions were made The problem of water logging in the main library should be solved by shifting the Library to the first floor. Maintenance of digital library and e library facility should be provided to the students with some nominal	Proposal was sent to the library committee for further action




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		<p>extra fee of Rs. 100 per student per year</p> <p>Central Library needs to be repaired and a proposal for repair and maintenance was asked by the building committee of the college.</p> <p>It was proposed and unanimously resolved the the library at Law faculty should be managed from the Self finance funds raised by 5 years law course.</p> <p>The existing library at law faculty should be extended for sitting hall allotted for the course with a separate Assistant Librarian to be appointed</p> <p>There was a proposal for a new separate library at law faculty to be extended in the new building</p>	
5	Proposed budget for NAAC in the College		
	An estimated budget for NAAC was proposed appended with an approximate expenditure.	<p>It was unanimously resolved by the members and supported by the Treasures Mr.V.S. Lal that the matter will be taken on priority basis</p>	Post IQAC a separate meeting was held on 13th May 2023 to discuss the budgetary provisions for NAAC with the Chairperson GB




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6	Infrastructural Quality assurance:		
6a	Development of an audio-visual theatre for recording of lectures by the faculty members:	The proposal was discussed and approved by the IQAC committee and it was decided that room number 13 adjacent to the BCA department could be modified into an audio visual theatre cum seminar hall with a sitting capacity of 70	A computer laboratory of 100 computers was proposed above the commerce building. This would help the courses where we require the use of Computers such as Bioinformatics, Physics, etc
6b	Dedicated Generator facility for Botany/zoology for uninterrupted power backup for instruments. Due to increased loads of the instrumentation acquired due to PG and Research, an uninterrupted power back up and a 3 phase connection was proposed	It was decided that two generator of 125 kva /80 Kva each to be installed one near Botany Zoology and one near Chemistry Department for uninterrupted power backup for the instruments.	Steps are taken to provide three phase electricity connections to the College and a dedicated transformer has been installed near Botany North Gate. The dedicated generator would be the next step after establishment of a stable power supply.
6c	Renovation of Hostel and its conversion into Girls hostel	It was put on records by the chairperson Governing Body that the process was initiated previously and it needs to be reinitiated to transform the present Hostel adjacent to the main campus into a Girls	A proposal was sent to the GB for further action




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		hostel. A peer team should be made to take care of this issue on priority.	
6d	Aesthetic development of the college campus	A plan for aesthetic development of the campus by increasing the green area cover was proposed by Dr Deepak Kumar Gond and it was approved by all the members. Initiatives were taken to develop green area cover at various places in the college and the same is annexed as Annexure II	Green campus initiatives were taken to plant trees at various sites in the college. Campus cleaning drives were taken by College Beautification committee. Awards were given by the committee to the best maintained departments in the college
2/6e	Construction of boundary wall and narrow pathway alongside boundary wall added with renovation of outer gates to ensure safety and security issues in the College.	It was considered as priority and was approved by the IQAC members	Proposal was sent to the GB
6f	Raising the inner circular roads in the main campus with interlocking bricks and lightening of the campus and outer boundary	An estimate was given by the convenor of building committee Dr. Rakesh Kumar and it was considered as priority subjected to availability of funds	Tenders have been recently uploaded and the same is under process




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6g	Development of Playground and development of football and Volley ball court:	The present playground was considered to be good enough for conducting sports and the matter was kept on priority subjected to the availability of funds	The same is still not achieved and is under process
6h	Toilets and drinking water facility to be improved	Construction of Pink toilets 4 in main campus and two in the Law faculty was approved and considered as top priority issue by the members and it was approved. Also for a better drinking water facility it was resolved that water coolers need to be installed with aqua guard in different faculty.	The toilets were made and maintained in the main campus as well as law and commerce campus
7	Any other matter		
7a	Issue of a dedicated canteen in both the campus was proposed by Dr. Sangeeta Singh where students might get lunch at subsidized rates.	It was resolved that a new tender should be given for start of canteen to facilitate the student.	A canteen is working in the campus
7b	Distribution of responsibilities	It was emphasized that the responsibility should be fixed for each work for smooth execution and monitoring:	Various college committees were set up to execute different work in the college




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7c	Feedback report	The feedback report was read by the coordinator and discussion was done on the action to be taken	The matter in the Feedback was taken on priority basis




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